

ISIS IT Application Inventory
File layout

| Key | |
|-----|--|
| | Required |
| | Changed since initial publication. See change log below |

| Column | Field | Type | Length | Description | Options | Additional instructions |
|--------|---|---------|--------|--|---|--|
| 1 | A Year | Numeric | 4 | Fiscal year of the inventory. Enter 2014 | Required | Only enter 2014 |
| 2 | B Agency | Text | 3 | 3-character agency AFIS code | Required | Enter your 3-character AFIS agency code |
| 3 | C Sub-Organization | Text | 32 | Division or sub-organization if any | Optional | Name of the sub-organization or division that uses the application. |
| 4 | D Division/Program | Text | 32 | Name of division within budget unit which owns the application | Required | Abbreviation of division name is acceptable; e.g. SPO, ASET, etc. |
| 5 | E System, Application, Web Service Name | Text | 32 | Name of application or service | Required | example: "Statewide Information Data Exchange System (SIDES)", if one main application has major sub modules, then list them in multiple rows; - <Main app name> <sub app name 1> <Main app name> <sub app name 2> <Main app name> <sub app name 3> etc. etc. |
| 6 | F Application Description | Text | 256 | Brief description of what the application or service does | Required | example: "SIDES uses a broker to solicit and receive termination information from Arizona employers for purposes of determining eligibility for unemployment benefits. SIDES also includes an interface with the U.S Dept. of Labor website for same. The broker is used by Third Party Administrators, the website for individual employers." |
| 7 | G Critical | Text | 1 | Y or N | Required | Yes or No |
| 8 | H High Level Category | Text | 32 | Pick High level Category description (not code) from <Appln. High-level categories worksheet> | Required | Pick High level Category description (not code) from <category worksheet> |
| 9 | I General Category | Text | 32 | Pick General Category description (not code) from <Appln. General categories worksheet> | Required | Pick General Category description (not code) from <category worksheet> |
| 10 | J Strategic Importance | Text | 32 | High', 'Medium', 'Low' | Required | Use only values 'High', 'Medium', 'Low' |
| 11 | K Functional Adequacy | Text | 32 | High', 'Medium', 'Low' | Required | Use only values 'High', 'Medium', 'Low' |
| 12 | L Application Platform | Text | 32 | Mainframe', 'Minicomputer', 'Standalone PC', 'Server', 'Subscription' | Required | Use only 'Mainframe', 'Minicomputer', 'Standalone PC', 'Server', 'Subscription' ; (Subscription includes SaaS) |
| 13 | M Presentation Type | Text | 32 | Client/Server', 'Web Based', 'Terminal Emulation', 'CRT' | Optional | Use only 'Client/Server', 'Web Based', 'Terminal Emulation', 'CRT' |
| 14 | N Origin | Text | 32 | In-house', 'Contractor', 'Purchased Package', 'Combination', 'Subscription' | Required | Use only 'In-house', 'Contractor', 'Purchased Package', 'Combination', or 'Subscription' |
| 15 | O Database | Text | 33 | Pick Database name (not code) from <Appln. databases worksheet> | Required | Pick Database name (not code) from <Appln. databases worksheet> |
| 16 | P Other DB | Text | 32 | Name of any other database not in the <Appln. databases worksheet> | Required, if you picked 'other' from the <Appln. databases worksheet> | Name of any other database not in the <Appln. databases worksheet> |
| 17 | Q Program/Application Language or Tools | Text | 32 | Pick name (not code) from <Appln. Prog. language or tool worksheet> | Required | Pick name (not code) from <Appln. Prog. language or tool worksheet> |
| 18 | R Other Program/Application Language or Tools | Text | 32 | State the name, if not in the list in <Appln. Prog. language or tool worksheet> | Required, if not in <language worksheet> | State the name, if not in the list in <Appln. Prog. language or tool worksheet> |
| 19 | S # Users | Numeric | | Number of users using the application/tool | Required. Estimate if unknown | Number of users using the application/tool |
| 20 | T FTE State | Numeric | | Number of FTEs maintaining the application; use decimals if necessary for fractions | Required. Estimate if unknown | Number of FTEs maintaining the application; use decimals if necessary for fractions |
| 21 | U Consultants/Contractors | Numeric | | Number of contractors/consultants maintaining the application; use decimals if necessary for fractions | Required. Estimate if unknown | Number of contractors/consultants maintaining the application; use decimals if necessary for fractions |
| 22 | V Lifecycle | Text | 32 | Development', 'Maintenance', 'Enhancement', 'Retirement' | Required | Use only 'Development', 'Maintenance', 'Enhancement', 'Retirement' |
| 23 | W Comments | Text | 1024 | Use comments for any clarifications | Optional | Use comments for any clarifications; e.g. future implementation date, development in-flight etc. |

| Change Log | |
|------------|--|
| 10/2/2013 | Changed field length of comments to allow for more text |
| 10/7/2013 | Added 'Subscription' as an option for Origin. This includes software as a service. |
| 10/7/2013 | Added Year and Agency code (1 and 2) as required fields and Sub-organization (3) as an optional field. These fields were inadvertently left out of the layout and have been added back to conform with prior years. All other fields have been renumbered. |